

Student Academic Appeals process, including Monitoring Academic Progress
(for appeals against other procedures please see the Final Review procedure)

Timeline

Action

Who is responsible

Is the appeal eligible? The student must satisfy all of the **4 criteria below** to submit an appeal

Student (advice maybe sought from the Students' Union)

Is the appeal based on one of the grounds detailed under the Academic Appeals Procedure?

Does the appeal include new independent, corroborative evidence demonstrating impact on performance?

Is good reason provided, with corroborative evidence, for not making circumstances known prior to the release of exam results/exclusion?

Does the student understand the appeal cannot question academic judgement, or request a change to current University procedures to suit the desired outcome?

If the answer is yes to all 4, the appeal is eligible for submission.
Appeal to be submitted to Academic Registry

Relevant departments offer written comments and recommendations

Academic Registry to send to departmental staff concerned

Chair and/or Academic Appeal Panel review appeal and evidence

Academic Registry to organize panel

Appeal Upheld - All desired outcome(s) are met

Appeal Partially Upheld - Some of the desired outcomes are met

Appeal Rejected - no desired outcome(s) met

Student accepts Appeal Outcome
Appeal process ended

Student remains dissatisfied with Appeal Outcome. They can consider request for Final Review, if eligible and must submit this within 10 working days of the outcome of the Appeal

Academic Registry to inform student of outcome and options

Within 10 days after publication of results (20 working days for Postgraduate Research appeals).

6 working weeks

